

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
NATIONAL BUSINESS CENTER
DENVER FEDERAL CENTER, BUILDING 50
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In Reply Refer To:
1165 (BC-650)P

September 15, 2000

Instruction Memorandum No. BC-00-060
Expires: 9/30/2001

To: All Washington Office and Field Officials

Attention: Public Land Statistics Section Leads and Table Leads

From: Director, National Business Center

Subject: Public Land Statistics (PLS) FY 2000 Data Call

DD: 11/03/00

Program Area: All

Purpose: This Instruction Memorandum provides instructions to States (see Policy/Action, item 4 below), PLS Section Leads, and PLS Table Leads for submitting FY 2000 tables and text for the Bureau of Land Management's (BLM's) Public Lands Statistics (PLS) publication. This memorandum discusses responsibilities, due dates, format requirements, and other key concerns.

Policy/Action: Attachment 1 lists all of the PLS Tables, along with the names and phone numbers of each Section Lead and Table Lead.

PLS Publication Section Leads must:

- Ensure that Table Leads are assigned to each Table within their section
- Review and update the narrative for their assigned section.
- Coordinate the submittal of all tables within their section.
- Review completed tables for accuracy and format consistency.
- Ensure all tables are submitted on time to the PLS Clearinghouse Coordinator.

PLS Publication Table Leads must:

- Gather and verify data.
- Organize data in a finished Excel or WordPerfect table format.
- Ensure tables are accurate and consistent with previous submittals.
- Explain significant data changes in footnotes. Typical reasons for data changes include new data inventories, new accounting or computer systems, or errors in previously reported data.
- Coordinate significant revisions, new graphics, or new tables through the Section Lead and PLS Clearinghouse Coordinator.
- Keep their Section Lead apprised of their progress.
- Submit completed table(s) to their Section Lead for approval, if required, or directly to the PLS Clearinghouse Coordinator.

Format requirements for PLS Narratives and Tables:

PLS narratives and tables must be provided in an Excel or WordPerfect table format. Excel is the preferred format but tables may be submitted in the WordPerfect table format for conversion to excel by the PLS Clearinghouse Coordinator. Next year all tables will be required to be submitted in the Excel format. The font must be “Tahoma” and the font size must be “10”. Table identifier (generally row 1) and column headers must be boldface (bold text). Columns containing numerical data must be “right” justified. The column headings and recurring footnotes have evolved over the years and should not be changed or omitted without a compelling reason. However, if you wish to significantly change your table or add a new table or graphaic, please coordinate the change or addition with both your Section Lead and the PLS Clearinghouse Coordinator.

States:

Data from the field, especially in automated systems (e.g., Legacy Re-host 2000, Timber Sales Information System, etc.), will need to be downloaded and submitted to the PLS Table Leads no later than October 20, 2000. This will allow the PLS Table Leads two weeks to compile their table(s) for submission to the PLS Clearinghouse Coordinator. All States must meet this deadline to ensure timely publication of both PLS and BLM’s Annual Report.

Time Frame: All PLS Section and Table Leads should submit their FY 00 tables and narratives via e-mail to the PLS Clearinghouse Coordinator (Bob Stahl, PMDS Inventory Management Specialist, BC-650) no later than November 3, 2000. Requests for extensions of this deadline will be considered on a case-by-case basis. However, tables annotated with an asterisk (*) in the attachment are also needed for the Bureau’s Annual Report and must be submitted by the November 3 deadline.

Budget Impact: Minimal. Printing cost, charged to WO-800, is estimated at \$5,000.

Background: Traditionally the PLS report was prepared by an editor employed in Resources (NARSC). After this employee retired in 1993, there was a two-year hiatus in the production of

the PLS publication. In 1995 the Denver Center Support Services Group (BC-650) was tasked to resurrect the publication. This was accomplished by the establishment of a "Clearinghouse" concept to oversee and coordinate production of the PLS publication.

The Clearinghouse Coordinator issues the annual data call to Section and Table Leads (those directly responsible for the collection and tabulation of data/information within their speciality). This data call includes guidelines to be used for the submission of PLS tables. The coordinator receives all tables and prepares them for hard-copy printing as well as conversion to an electronic format for Internet posting. Finally, the Clearinghouse Coordinator coordinates distribution of the publication.

Some of the data and/or tables from the PLS will be used or duplicated in the Bureau's Annual Report. These tables are annotated by an asterisk (*) on the following attachment. Although the data is used in two reports, we are issuing a single call for PLS data, which avoids an additional data call from Finance for BLM's Annual Report. This single call for data will provide a data "snapshot" from the BLM data bases to ensure consistency between the two reports. Narratives and additional data that may appear in the Annual Report will continue to be provided through normal channels (i.e., Annual Report narrative writers), not through the PLS Clearinghouse Coordinator.

Manual/Handbook Sections Affected: None

Coordination: WO-200, WO-240, WO-250, WO-300, WO-350, and WO-360 must ensure that Section Leads and subsequently Table Leads are assigned to the following appropriate Sections/Parts of the PLS Publication:

- Part 1, Land Resources and Information - WO-350
- Part 2, Healthy Productive Lands - WO-200
- Part 3, Commercial Uses and Revenues Generated - WO-300
- Part 4, Recreation and Leisure Activities - WO-250
- Part 5, Preservation of Significant Cultural and Natural Features - WO-240
- Part 6, Public Health, Safety, and Resource Protection - WO-360

Contact: Bob Stahl at (303) 236-1975 or via e-mail.

Signed by:
Ed Dettman
Acting Director, National Business Center

Authenticated by:
Lynne J. Lotvedt
Staff Assistant

1 Attachment

1 - PLS Table and Contacts Listing (6 pp)

Distribution

RS-150, BLM Library
PLS Table Contacts
BC-610, Michael Kluherz

PLS TABLES AND CONTACTS FOR FISCAL YEAR 2000

Tables with an asterisk () and highlighted MUST be submitted to the Clearinghouse Coordinator no later than November 3, 2000*

TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
PART 1 LAND RESOURCES AND INFORMATION Section Lead and Narrative Writer - Alzata Ransom (WO-350) - 202/452-7772 x3226				
1-1 Map	Acquisition of the Public Domain, 1781-1867 Acquisitions	Alzata Ransom	WO-350	202-452-7772
1-2	Disposition of Public Lands, 1781-2000	Alzata Ransom	WO-350	202-452-7772
* 1-3	Comparison of Federally Owned Land with Total Acreage of States	Alzata Ransom	WO-350	202-452-7772
* 1-4	Public Lands under Exclusive Jurisdiction of the BLM	Alzata Ransom	WO-350	202-452-7772
Map 1-5	Revested Lands of the Oregon and California Railroad Area of Oregon and California Revested Lands	Alzata Ransom	WO-350	202-452-7772
1-6	Withdrawals and Revocations	Alzata Ransom	WO-350	202-452-7772
Map 1-7 Charts	Principal Meridians and Base Lines Governing the United States Public Land Surveys Cadastral Survey Actions Completed Graphics for Table 1-7	Don Buhler John Farnsworth	WO-350 Oregon St Office	202-452-7781 503-952-6133
1-8	Obligations of Appropriations Received	Lora Castaneda	BC-610	303-236-6315

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TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
PART 2 HEALTHY PRODUCTIVE LANDS Section Lead and Narrative Writer - Jim Colby (WO-200) - 202/452-5100 x3404				
* 2-1	Percent of Acreage by Ecological Status by State	Ned Habich	RS-140	303-236-0166
* 2-2	Condition of Riparian-Wetland Areas	Steve Borchard	WO-220	202-452-0357
2-3	Resource Conservation and Improvement Accomplishments	Leon Pack	RS-140	303-236-0156
2-4	Forest Development Accomplishments	Michael Haske	WO	202-452-1758
* 2-5	Types of Wildlife Habitats on Public Lands	Jerry Farringer	RS-140	303-236-0142
2-6	Estimated Numbers of Big Game Animals on Public Lands	Jerry Farringer	RS-140	303-236-0142
2-7	Fish and Wildlife Habitat Improvements Completed	Jerry Farringer	RS-140	303-236-0142
2-8	Emergency Fire Rehabilitation Projects	Tom Roberts	WO-220	202-452-7769
2-9	Prescribed Fire Projects	Corey Grant	FA-130	208-387-5433
2-10	Non-Fire Fuels Treatment	Corey Grant	FA-130	208-387-5433
PART 3 COMMERCIAL USES AND REVENUES GENERATED Section Lead and Narrative Writer - Sie Ling Chiang (WO-300) - 202/452-0374x3637				
3-1	Applications, Entries, Selections, and Patents	Alzata Ransom	WO-350	202-452-7772
3-2	Patents Issued with Minerals Reserved to the United States	Alzata Ransom	WO-350	202-452-7772
3-3	Rights-of-Way Workload	Alzata Ransom	WO-350	202-452-7772
3-4	Number of Existing Rights-of-Way	Alzata Ransom	WO-350	202-452-7772

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TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
3-5	Nonspecific Land Use Authorizations	Alzata Ramsom	WO-350	202-452-7772
3-6	Miscellaneous Land Use Authorizations	Alzata Ransom	WP-350	202-452-7772
3-7	Summary of Authorized Use of Grazing District (Section 3) Lands	Leon Pack	RS-140	303-236-0156
3-8	Summary of Authorized Use of Grazing Lease (Section 15) Lands	Leon Pack	RS-140	303-236-0156
3-9	Grazing Permits in Force on Grazing District (Section 3) Lands	Leon Pack	RS-140	303-236-0156
3-10	Grazing Leases in Force on Grazing Lease (Section 15) Lands	Leon Pack	RS-140	303-236-0156
3-11	Timber, Wood Products, and Nontimber Product Sales	Michael Haske	WO	202-452-1758
3-12	Forest Product Sales by State	Michael Haske	WO	202-452-1758
3-13	Competitive Oil, Gas, and Geothermal Leases	Jay Douglas	WO-310	202-452-0336
3-14	Noncompetitive Oil, Gas, and Geothermal Leases	Jay Douglas	WO-310	202-452-0336
3-15	Other Oil and Gas Leasing Actions	Jay Douglas	WO-310	202-452-0336
3-16	New Oil and Gas Well Drilling Activities on Federal Lands	Rudy Baier Miyosha Stith	WO-310 WO-310	202-452-5024 202-452-0343
3-17	Continuing Oil and Gas Activities on Federal Lands	Rudy Baier Miyosha Stith	WO-310 WO-310	202-452-5024 202-452-0343
3-18	Federal Coal Leases, Licenses, Permits, Preference Right Lease Applications and Logical Mining Units	Bill Lesage	WO-320	202-452-0360
3-19	Other Solid Mineral Leases, Licenses, Permits, and Preference Right Lease Applications	Phil Allard	WO-320	202-452-5195

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TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
3-20	Disposition of Mineral Materials	Durga Rimal	WO-320	202-452-0372
3-21	Mineral Patents Issued	Roger Haskins	WO-320	202-452-0355
3-22	Recordation of Mining Claims, Public Law 94-579, from October 21, 1976, through Fiscal Year 1999	Roger Haskins	WO-320	202-452-0355
3-23	Notices and Plans of Mining Operations Filed with the BLM	Roger Haskins	WO-320	202-452-0355
3-24	Helium Operations and Revenues	David Hayes, Jr.	WO-101	806-324-2613
3-25	Receipts from the Disposition of Public Lands and Resources, May 20, 1785, through Fiscal Year 1999	Lora Castaneda	BC-610	303-236-6315
3-26	Statement of Receipts by Source	Lora Castaneda	BC-610	303-236-6315
3-27	Receipts from Oil and Gas Right-of-way Rentals, Mineral Leases, Licenses, and Permits	Lora Castaneda	BC-610	303-236-6315
3-28	Allocation of Receipts to States and Local Governments by Program	Lora Castaneda	BC-610	303-236-6315
3-29	Allocation of Receipts by Source and Fund	Lora Castaneda	BC-610	303-236-6315
3-30	Payments to States (including Local Governments) and Territories	Lora Castaneda	BC-610	303-236-6315
3-31	Legal Allocation of BLM Receipts	Lora Castaneda	BC-610	303-236-6315
3-32	Receipts from Mining Fees	Lora Castaneda Roger Haskins	BC-610 WO-320	303-236-6315 202-452-0355
PART 4 RECREATION AND LEISURE ACTIVITIES Section Lead and Narrative Writer - Anthony Bobo (WO-250) - 202/452-0333 x3470				
* 4-1	Estimated Recreational Use of Public Lands Administered by the BLM by Major Activity Grouping	Anthony Bobo	WO-250	202-452-0333

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TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
4-2	Estimated Number of Hunter Days and Net Value of Hunting Trips on Public Lands	Bruce Durtsche	RS-130	303-236-6310
4-3	Estimated Number of Persons, Visitor Days and Estimated Expenditures for Primary Nonconsumptive Trips to Public Lands	Bruce Durtsche	RS-130	303-236-6310
4-4	Estimated Recreational Visits to Non-fee Sites on Public Land Administered by the BLM	Anthony Bobo	WO-250	202-452-0333
4-5	Recreation Use for Fee Sites on Public Lands Administered by the BLM	Anthony Bobo	WO-250	202-452-0333
4-6	Land and Water Conservation Fund Act Deposits from BLM Administered Recreational Fee Activities	Anthony Bobo	WO-250	202-452-0333
PART 5 PRESERVATION OF SIGNIFICANT CULTURAL AND NATURAL FEATURES Section Lead and Narrative Writer - Lennie Eubanks (WO-240) - 202/452-7787 x3258				
5-1	Land Exchanges	Alzata Ransom	WO-350	202-452-7772
5-2	Federally Listed Threatened or Endangered and Candidate Plant Species	Jerry Farringer	RS-140	303-236-0142
5-3	Federally Listed Threatened or Endangered and Candidate Animal Species	Jerry Farringer	RS-140	303-236-0142
* 5-4	Wild Free-Roaming Horse and Burro Populations	Dick Stark	RS-140	303-236-0157
* 5-5	Wild Free-Roaming Horse and Burro Removals and Adoptions by State	Dick Stark	RS-140	303-236-0157
* 5-6	Cultural Resource Management Activities	Richard Brook	WO-240	202-452-0326
* 5-7	Bureau of Land Management Areas of Critical Environmental Concern	Lennie Eubanks	WO-240	202-452-7787
* 5-8	Bureau of Land Management Wilderness Study Areas	Lennie Eubanks	WO-240	202-452-7787
5-9	Bureau of Land Management Wilderness Recommendations to Congress still Pending	Lennie Eubanks	WO-240	202-452-7787
* 5-10	Bureau of Land Management Lands Designated as Wilderness by Congress	Lennie Eubanks	WO-240	202-452-7787

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TABLE	TABLE NAME	CONTACT	OFFICE	TELEPHONE
* 5-11	Bureau of Land Management National Wild, Scenic, and Recreational Rivers	Gary Marsh	WO-240	202-452-7795
* 5-12	Number and Size of Designated Special Management Areas	Gary Marsh	WO-240	202-452-7795
PART 6 PUBLIC HEALTH, SAFETY, AND RESOURCE PROTECTION Section Lead and Narrative Writer - Barbara Morris (WO-360) - 202/452-5060 x3757				
* 6-1	Fires on or Threatening BLM Lands	Corey Grant	FA-130	208-387-5417
* 6-2	Capital Improvements on Public Lands	Barbara Morris	WO-360	202-452-5060
* 6-3	Releases of Hazardous Substances on Public Lands	Barbara Morris	WO-360	202-452-5060